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JAN 26 1998

United States
Department of
Agriculture

Reply to
Attn. of: SP 98-11
CACFP-540
SFSP-326

Food and
Consumer
Service

Subject: Nondiscrimination Statement in Publications and
Other USDA Public Program Documents

Mountain Plains
Region

1244 Speer Blvd.
Denver, CO
80204-3581

To: STATE AGENCY DIRECTORS - Colorado ED, Colorado DPHE,
(Child Nutrition Programs) Iowa, Kansas, Missouri ED,
Missouri DH, Montana OPI,
Montana DPHHS, Nebraska ED,
North Dakota, South Dakota,
Utah, Wyoming ED, Wyoming DHSS

As you are aware, our various Civil Rights Program Instructions require that the USDA nondiscrimination statement (which includes appropriate statements of equal opportunity policy and the right to file a complaint) be used in all informational materials disseminated to the public. A question arose as to whether this statement could be condensed where size constraints make it impossible or impractical to use the full statement. We have been advised that the full nondiscrimination statement must be used wherever possible, and the current official language is:

The United States Department of Agriculture (USDA) prohibits discrimination in its programs on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, and marital or familial status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (braille, large print, audiotape, etc.) should contact the USDA Office of Communications at (202) 720-5881 (voice) or (202) 720-7808 (TDD). To file a complaint, write the Secretary of Agriculture, U.S. Department of Agriculture, Washington, D.C. 20250, or call (202) 720-7327 (voice) or (202) 720-1127 (TDD). USDA is an equal opportunity employer.

However, when space prohibits the use of the full lengthy statement, the following short statement may be used:

USDA prohibits discrimination in the administration of its programs. To file a complaint, write to the Secretary of Agriculture, Washington, D.C. 20250.

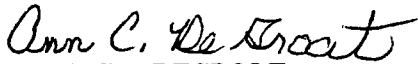
In order to avoid waste of current materials, State Agencies (SA) and local agencies can deplete current supplies. One of the above nondiscrimination statements must be printed in

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all new materials. We have no official word on when the nondiscrimination posters will be revised to reflect the changes. SAs may continue to develop their own posters, but the information contained there in must reflect our current policy. If a SA elects to develop an alternative format, it must be approved by our office.

If you have any questions, please call our office.



ANN C. DEGROAT
Regional Director
Child Nutrition Programs